

# **Memorandum of Understanding Regarding Class Load for English**

## **Faculty Who Teach English Composition *and Reading***

The Board of Community Colleges District No. 508 (“City Colleges”) and the Cook County College Teachers Union, Local 1600 AFT, AFL-CIO (“Local 1600”) are parties to a collective bargaining agreement (“Agreement”) which establishes conditions of employment.

The Agreement provides that the class load for faculty who teach English Composition shall be twelve (12) class contact hours per semester.

### **A. Teaching Load for Composition**

1. Semester teaching load. After July 14, 2008, the load for all faculty members, except those who teach English Composition, shall be fifteen (15) class contact hours per semester. The class load for those who teach English Composition shall be twelve (12) class contact hours per semester. Effective Fall 2005, faculty members assigned to teach clinical hours in nursing shall receive one contact hour for each hour of clinical work.
2. The following courses are English Composition courses in department 035: 098, 100, 101, 102, 105, 107, 150, 151, 152, 197, 201, 241, 243, 245, and ARC. The following courses are English Composition courses in department 135: 098, 099, 100.
3. Faculty with three (3) hours of release time in an English Department must teach six (6) contact hours of English Composition in order to receive the class load of twelve (12) hours. Faculty with six (6) hours of release time must teach three (3) contact hours of English Composition in order to receive the class load of twelve (12) hours.

*For purposes of this Memorandum of Understanding, ARC stands for “Accelerated Reading and Composition,” which is the new Integrated Writing/Reading Developmental Education course that Wilbur Wright College’s English Department has developed and taught beginning Fall 2015, and which is adapted from Truman College’s 100 Integrated Communications Studies. This Memorandum of Understanding also covers all other developmental integrated Reading/Writing courses. For purposes of this Memorandum of Understanding, integrated Reading/Writing courses are 6-credit hour combined Developmental Reading and Writing courses taught by one instructor with one cohort of students.*

**B. Teaching Load for Integrated Reading/Writing Courses**

By executing this Memorandum of Understanding, the parties agree that:


1. All faculty members who are currently credentialed to teach Reading and/or English Composition must successfully complete professional development prior to teaching ARC and any developmental or linked integrated Reading/Writing courses and engage in ongoing professional development to be administered and designed by the English Composition faculty. In certain circumstances, faculty members may accept assignments to teach these courses without enough time to complete the professional development training prior to the beginning of the semester. In these cases, professional development must be initiated by week 4 of the first semester. This qualifies currently credentialed Reading and English Composition faculty to teach ARC, and all integrated *or linked* Reading/Writing courses.
2. ARC courses will be selected by seniority as established by faculty members' dates of hire, and in accordance with the union contract.
3. All Reading instructors' load will change from fifteen (15) credit hours to twelve (12) credit hours provided that they teach two (2) Wright College ARC courses, or any other integrated *or linked* Reading/Writing courses at other colleges.
4. Integrated and linked courses, including ARC and any integrated or linked developmental Reading/Writing courses, including in English and ESL shall count as six (6) contact hours of English Composition. To meet the nine (9) hour Composition requirement, English Composition faculty who teach one (1) integrated or linked course shall receive six (6) contact hours of English Composition; English Composition faculty who teach two (2) integrated and linked courses shall receive twelve (12) contact hours; English Composition faculty may also teach one (1) integrated or linked course (six (6) contact hours); one (1) composition course (three (3) contact hours); and one (1) elective course.

This Memorandum of Understanding will expire one (1) year from the date of its execution. Before its expiration, this MOU may be reviewed by English Faculty, including those from Wright College, where ARC was launched, and the District Office of Academic Affairs, with the intent of providing the opportunity to make program adjustments agreed upon by both parties, which may be memorialized in a new memorandum of understanding. Any teaching assignments in place at the expiration of this MOU, if it is not extended, will not be altered and reversion back to pre-MOU conditions will take place at the start of the following academic term.

 6/30/15

Local 1600

Date

 7/10/15

City Colleges of Chicago

Date